



**Rough Draft**

## **Minutes**

### **THOMAS TOWNSHIP PLANNING COMMISSION**

Thomas Township Public Safety Building, 8215 Shields Drive, Saginaw, MI 48609

February 20, 2013 at 7:00 p.m.

John Bintz called the Planning Commission meeting to order at 7:00 p.m.

Present in addition to Mr. Bintz were: Rod Iamurri, Diane LaMountain, Ruth McDonald, Chris Thompson and Rick Lorentzen. Also present were Dan Sika, Director of Community Development, Susan Coggin, Planning Assistant/Code Enforcement Officer and four (4) interested parties.

Members Absent: Dale Halm.

#### ***2. Pledge of Allegiance.***

#### ***3. Approval of Agenda:***

It was moved by Mr. Thompson, seconded by Mrs. McDonald to approve the agenda as presented. Motion carried unanimously.

#### ***4. Approval of Minutes:***

It was moved by Mrs. McDonald, seconded by Mrs. LaMountain to approve the minutes of January 16, 2013 as presented. Motion carried unanimously.

#### ***5. Communications – Petitions – Citizens Comments – None.***

#### ***6. Hearings – None.***

#### ***7. Presentations***

- A. William A. Kibbe and Associates, Inc. on behalf of JAMB Investments, LLC of Saginaw, Michigan is requesting site plan approval for a sandwich/deli shop with an outdoor dining area located at 7647 Gratiot Road.***

Mr. Bintz stated that the proposed site is located on the southwest corner of Gratiot and Bacons Roads. This property was previously the site of an automobile sales lot; however, it has been vacant for several years. The property is zoned B-3, Corridor Business Commercial which allows drive-in, drive-thru,

take-out, pick-up and other forms of in-vehicle retail or service establishments including restaurants by right.

The sandwich/deli shop will be located in the existing eight hundred and forty (840) square foot building and the existing detached garage will be used for seasonal storage. The curb cut along Gratiot Road will be closed per the M-46 Access Management Ordinance. The existing parking will be restriped to include twenty-two (22) parking spaces including two (2) handicapped spaces. Two (2) outdoor dining areas will be located on the property, one at the front of the property along Gratiot Road and one to the south end of the property.

Mr. Terry Gregory of William A Kibbe and Associates, Inc. and Mr. Bill Peters, owner of the property were present to answer any question or concerns regarding this proposed site plan.

Discussion followed among the Planning Commission members regarding the closure of the existing curb cut along Gratiot Road.

Motion by Mrs. McDonald, supported by Mr. Iamurri to approve the proposed site plan for a sandwich/deli shop to be located at 7647 Gratiot Road upon the following contingencies:

1. Approval of the curb cut closure along Gratiot Road will need to be received from MDOT prior to a building permit being issued.

Motion carried.

***B. Thomas Township is requesting site plan approval to construct a replacement pump station to be located on the east side of North Thomas Road near Hemphill Drive.***

Mr. Rick Hopper, Director of the Department of Public Works, presented the Planning Commission members with a presentation regarding the proposed pump station reconstruction. Mr. Hooper stated that the property will be accessed through a new curb cut along North Thomas. The new pump station will be located along the east end of the property. Two (2) alternating rows of pines will be planted parallel to the north property line starting at the road right-of-way line to the front of the pump station.

Motion by Mr. Thompson, supported by Mrs. LaMountain to approve the proposed site plan for construction of a replacement pump station (Pump Station No. 7) to be located on the east side of North Thomas Road near Hemphill Drive upon the following contingencies:

2. Approval of the curb cut along North Thomas Road will need to be received from the Saginaw County Road Commission prior to a building permit being issued.

3. A storm water plan will need to be submitted and approved prior to the start of construction.

Motion carried.

**8. *Sign Board of Appeals – None.***

**9. *Old Business – None.***

**10. *New Business***

**A. *Discussion Only - Planning Commissioners Handbook.***

Mr. Sika presented the Planning Commissioners Handbook. This handbook was written to help new Planning Commission members understand topics such as preparing for meetings, meeting the public, how knowledge of the zoning ordinance and applying ordinance standards will help make decisions that will stick and what the future hold for planning commissioners. This handbook was published by the Michigan Municipal League.

**11. *Receive and File All Correspondence – None.***

**12. *Adjournment.***

Motion by Mr. Thompson, seconded by Mrs. McDonald to adjourn the meeting at 7:45 p.m. Motion carried unanimously. ***The next meeting date is Wednesday, March 20, 2013.***

*Respectfully submitted by Susan Coggin, Planning Assistant/Code Enforcement Officer*